

# Springdale Fire Department

P.O. Box 1521, 417 Holcomb, Springdale, Arkansas, 72765, (479)751-4510

## Employment Application

Applicant Information									
Full Name:									
	<i>Last</i>			<i>First</i>			<i>M.I.</i>		
Address:									
	<i>Street Address (including Apt/Unit #)</i>								
	<i>City</i>						<i>State</i>		<i>ZIP Code</i>
Phone:	(    )		E-mail Address:				Social Security #		
Are you a citizen of the United States?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you meet the age requirement described in the "Firefighter Job Description"?			YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been convicted of a felony?			YES <input type="checkbox"/>	NO <input type="checkbox"/>					
Licenses and Certificates									
Place a check by each license or certificate you possess and <u>provide copies</u> :									
___ Driver's License    ___ EMT    ___ Paramedic    ___ Firefighter I    ___ Firefighter II    ___ Instructor    ___ CPR									
___ Other (list): _____									
_____									
Previous Employment									
Company:					Phone:	(    )			
Address:					Supervisor:				
Job Title:				Starting Salary:		Ending Salary:			
Responsibilities:									
From:			To:			Reason for Leaving:			
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>	Full Time ____ Part Time ____		
Company:					Phone:	(    )			
Address:					Supervisor:				
Job Title:				Starting Salary:		Ending Salary:			
Responsibilities:									
From:			To:			Reason for Leaving:			
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>	Full Time ____ Part Time ____		
Company:					Phone:	(    )			
Address:					Supervisor:				
Job Title:				Starting Salary:		Ending Salary:			
Responsibilities:									
From:			To:			Reason for Leaving:			
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>	Full Time ____ Part Time ____		

### Additional Information

If you have ever worked (paid or volunteer) for any fire department, please answer the following questions. Space is provided for two departments, if additional space is needed, use blank paper and attach your responses to the application.

	Agency	Agency
Size of Department (# of employees)		
Paid or Volunteer?		
Length of time with department?		
Did you work unsupervised, with limited supervision, or with additional employees?		
List all courses and certifications obtained while at any fire or EMS service.	<div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div>	
List any other experiences; skills or qualifications that you feel are relevant to this position.	<div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div>	

### Essay Question

**Please write (Do Not Type) your answer to the following two-part question. The answer should be at least 150 words long, legible and responsive to the question. Use additional paper if necessary.**

What qualities make you an outstanding fire fighter candidate and what duties and responsibilities would comprise the ideal entry-level job in firefighting for you?

### Military Service

Branch:		From:	
Rank at Discharge:		Type of Discharge:	
If other than honorable, explain:			

Education					
<b>High School:</b>				Address: <input type="text"/>	
Years Completed:	<input type="text"/>	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree: <input type="text"/>
<b>College:</b>				Address: <input type="text"/>	
Years Completed:	<input type="text"/>	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree: <input type="text"/>
<b>Other:</b>				Address: <input type="text"/>	
Years Completed:	<input type="text"/>	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree: <input type="text"/>

References			
<i>Please list three professional references.</i>			
Full Name:	<input type="text"/>	Relationship:	<input type="text"/>
Company:	<input type="text"/>	Phone:	( <input type="text"/> ) <input type="text"/>
Address: <input type="text"/>			
Full Name:	<input type="text"/>	Relationship:	<input type="text"/>
Company:	<input type="text"/>	Phone:	( <input type="text"/> ) <input type="text"/>
Address: <input type="text"/>			
Full Name:	<input type="text"/>	Relationship:	<input type="text"/>
Company:	<input type="text"/>	Phone:	( <input type="text"/> ) <input type="text"/>
Address: <input type="text"/>			

Court Record			
If you have ever been convicted, or have any charges pending, other than minor traffic violations, list details below. Use additional sheet if necessary. CONVICTIONS ARE NOT AN AUTOMATIC BAN TO EMPLOYMENT. EACH CASE IS CONSIDERED ON ITS OWN MERIT			
Date	Place (City, State)	Charge	<input type="text"/>
Date	Place (City, State)	Charge	<input type="text"/>
Date	Place (City, State)	Charge	<input type="text"/>

Disclaimer and Signature			
<i>I certify that my answers are true and complete to the best of my knowledge.</i>			
<i>If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.</i>			
Signature:	<input type="text"/>	Date:	<input type="text"/>



The Springdale Fire Department exists to enhance the quality of life in Springdale by minimizing the devastating effects of fires, medical emergencies, and natural and artificial disasters.

### Authorization to Release Information

I hereby authorize the release of any and all information, including copies of any documents requested, to the City of Springdale and/or the Springdale Fire Department for the purpose of determining my suitability and/or qualifications for employment as a Springdale Firefighter. These records may include information which is public, private or confidential in nature from any or all of the following sources:

1. Military Record Center 2. Any Place of Business 3. Any Court or Police Agency			4. Former Employers 5. Present Employers 6. Any Educational Institution		
Full Name:				Date of Birth:	
<i>Last</i>		<i>First</i>	<i>M.I.</i>	<i>(Month) (Day) (Year)</i>	
Social Security Number					

A photocopy of this release form will be valid as an original thereof, even though the said photocopy does not contain an original writing of my signature.

Signature of Applicant \_\_\_\_\_

Date Authorization Signed and Effective \_\_\_\_/\_\_\_\_/\_\_\_\_  
(Mo.) (Day) (Year)

### TO WHOM IT MAY CONCERN:

The above named individual has applied for employment as a firefighter with the Springdale Fire Department. That same individual has authorized you or your agency to release any and all information to this department to be used in determining their suitability and qualifications for employment. The information that you provide will only be used for that express purpose.

Duane Atha  
Fire Chief



## **Attention Applicant**

The first step in our hiring process is to review each application submitted. The following are important points we feel you should know about the review process:

1. We may reject an application form which is not completely filled out, regardless of an applicant's qualifications.
2. While it is not required, you may submit a resume along with your application. Providing us with a resume **does not exclude** you from filling out the Springdale Fire Department application in its entirety. We treat a resume as an indication of interest in employment with the City of Springdale. ***Without an application form on file, we will not consider you for employment with our department.***
3. A typed cover letter explaining your desire to become a Springdale Firefighter is HIGHLY desirable, but not required.
4. Our application allows us to compare all of the applicants' qualifications and experiences in a fair and consistent manner. In addition, all applicants will be judged only on job related factors.
5. The only means we have of reviewing your qualifications for employment with the Springdale Fire Department is this application form. It is to your advantage to be explicit when completing this application. If you have certain experiences or skills which would prove beneficial to this Department, list them. We will not assume more than what you tell us.
6. If you are having problems completing the application form or if you have any questions, please ask the Administrative Assistant or any Administrative Officer for assistance.